

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: **FINANCE**

DATE: **SEPTEMBER 12, 2007**

Committee Members Present:

Supervisors Monroe
Belden
Stec
O'Connor
Bentley
Tessier
Kenny

Committee Members Absent:

Supervisors Champagne
VanNess

Others Present:

Hal Payne, Commissioner of
Administrative & Fiscal Services
Joan Sady, Clerk
Paul Dusek, County Attorney
Supervisor Gabriels
Supervisor Geraghty
Larry Cleveland, Sheriff
William Lamy, Superintendent, DPW
Todd Lunt, Director, Human Resources
Frank O'Keefe, Treasurer
Richard Murphy, Deputy Commissioner,
Fiscal Services
Cameron Tessier, City of Glens Falls
Nancy O'Brien, *Adirondack Journal*
Nicole Livingston, Deputy Clerk

Mr. Monroe called the meeting to order at 10:10 a.m.

Motion was made by Mr. Belden, seconded by Mr. Bentley and carried unanimously to approve the minutes of the August 8, 2007 Committee meeting, subject to correction by the Clerk.

Copies of the Finance Agenda were provided to the Committee members, and a copy of same is on file with the minutes.

Mr. Monroe apprised Item 1 on the Agenda were requests for Transfer of Funds, which were attached for Committee approval. He noted that Supervisory committee approval had been obtained as necessary. Mr. Monroe added there were no requests for transfers from the Contingent Fund, all the requests were within department budgets.

Motion was made by Mr. Tessier, seconded by Mr. Belden and carried unanimously to approve Item 1 as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Monroe stated Item 2 was a referral from the Economic Development Committee, requesting funding of the Adirondack Regional Business Incubator (ARBI) in the amount of \$50,000 for fiscal year 2008.

Motion was made by Mr. Kenny and seconded by Mr. Stec for discussion.

Mr. Kenny questioned which Supervisor was the ARBI representative and Mr. Stec replied it was Mr. Sokol who was no longer in the Board Room. Mr. Monroe advised there had been discussions at the Warren County Economic Development Committee with regard to this matter. He further explained the original plan was that the building currently housing the ARBI would be remodeled; however, he said, those plans had changed and it would now be a sale and leaseback. He added the original resolution that was adopted clearly stated that the County would provide \$50,000 if needed.

Mr. Bentley asked why this was not part of the budget process and Mr. Monroe replied he thought it was referred to the Finance Committee due to the amount of discussion regarding the request.

Discussion ensued with regard to the condition of the ARBI building. The consensus of the Committee was that this request should be referred to the Budget Committee.

Mr. Kenny withdrew his motion and Mr. Stec withdrew his second to the motion.

Motion was made by Mr. Belden and seconded by Mr. Bentley to forward the request to the Budget Committee for review.

Mr. O'Connor stated, in his opinion, the issue should be brought before the full Board of Supervisors. Mr. Stec suggested that the representatives of the ARBI be invited to the Board of Supervisors meeting on September 21, 2007 in order to obtain a better understanding of where the ARBI is at and what this request for \$50,000 would be attributed to.

Mr. Belden amended his motion to refer the request to the full Board of Supervisors on September 21, 2007 with the representatives of the ARBI invited to attend, as opposed to the Budget Committee. Mr. Bentley seconded the amended motion.

Mr. Monroe called the question and the motion was carried unanimously to refer the request for funding for the ARBI in the amount of \$50,000 for fiscal year 2008 to the full Board of Supervisors on September 21, 2007.

Continuing the Agenda review, Mr. Monroe expounded Item 3 was a referral from the Federal Programs Committee, Employment & Training Administration, requesting to amend the 2007 County budget to increase estimated revenues and appropriations in the amount of \$147,009 to reflect receipt of federal WIA (Workforce Investment Act) funding.

Motion was made by Mr. Bentley, seconded by Mr. Kenny and carried unanimously to approve Item 3 as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Monroe stated Item 4 was a referral from the Health Services Committee, requesting to amend the 2007 County budget to increase estimated revenues and appropriations in the amount of \$7,268 to purchase the Zostvax vaccine for public-anticipated revenue.

Motion was made by Mr. Belden, seconded by Mr. Tessier and carried unanimously to approve Item 4 as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Monroe advised Item 5 was a referral from the Mental Health Committee, Office of Community Services, requesting to amend the 2007 County budget to increase estimated revenues and appropriations in the amount of \$24,005 to reflect an increase in State Aid for behavioral health services at Glens Falls Hospital.

Motion was made by Mr. Tessier, seconded by Mr. Stec and carried unanimously to approve Item 5 as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Monroe said Item 6 was a referral from the Planning and Community Development Committee, requesting to amend the 2007 County budget to increase estimated revenues and appropriations in the amount of \$500,000 to reflect receipt of funding for the HOME Program.

Motion was made by Mr. Bentley, seconded by Mr. Stec and carried unanimously to approve Item 6 as outlined above, and the necessary resolution was authorized for the next Board meeting.

Items 7A through D, Mr. Monroe apprised, were referrals from the Support Services Committee. He noted Items 7A through C were requests from the Board of Elections. The first, he said, was a request to amend the 2007 County budget to increase estimated revenues and appropriations in the amount of \$1,851 to reflect receipt of Voter Poll Worker Training Grant funds. Mr. Monroe added Item 7B was a request to amend the 2007 County budget to increase estimated revenues and appropriations in the amount of \$11,890 to reflect receipt of New York State Polling Access Improvement Grant funds. Item 7C, he stated, was a request to amend the 2007 County budget to increase estimated revenues and appropriations in the amount of \$9,406 to reflect the receipt of HHS Polling Access Improvement Grant funds.

Motion was made by Mr. Stec, seconded by Mr. Kenny and carried unanimously to approve Items 7A through C as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Monroe expounded Item 7D was a request from the County Treasurer to

amend Resolution No. 3 of 2007, Designating Depositories, to delete the Bank of America as a designated depository and replace with NBT Bank, N.A. of Glens Falls for \$4,000,000.

Motion was made by Mr. Belden and seconded by Mr. Stec to approve the request as presented.

Frank O'Keefe, County Treasurer, explained the reasoning for this request was that there was a new large bank in the area and their presence would be greatly increased. He further stated that NBT Bank, N.A. had requested to be a part of the County's depositories. Mr. Monroe questioned if the bank was located locally and Mr. O'Keefe responded it was. Mr. Belden asked if the interest rate would remain the same and Mr. O'Keefe replied affirmatively; however, he said, it would be competitive.

Paul Dusek, County Attorney, pointed out that the NBT Bank, N.A. was already listed within Resolution No. 3 of 2007 with an address of Northville, New York and Speculator, New York. He questioned if those were being deleted. Mr. O'Keefe said those should remain in the original Resolution because they were for the meal-sites located up North and the new bank in the City of Glens Falls should be added to the Resolution.

Mr. Gabriels questioned why the Bank of America was being deleted from the Resolution. Mr. O'Keefe replied they could remain in the Resolution; however, he added, the County was not doing business with them at this time.

Mr. Belden amended his motion to add the NBT Bank, N.A. and not to delete the Bank of America as a designated depository. Mr. Stec seconded the amended motion.

Mr. Monroe called the question and the motion was carried unanimously to approve the request to amend Resolution No. 3 of 2007 as outlined above, and the necessary resolution was authorized for the next Board meeting.

Returning to the Agenda review, Mr. Monroe advised Items 8A and B were referrals from the Tourism Committee. The first, he said, was a request to amend the 2007 County budget to increase estimated revenues and appropriations in the amount of \$11,205 to reflect the receipt of Travel Guide Ad revenue and Group Tour Planner revenue.

Motion was made by Mr. Belden, seconded by Mr. Stec and carried unanimously to approve Item 8A as outlined above, and the necessary resolution was authorized for the next Board meeting.

Mr. Monroe stated Item 8B was a request that the Finance Committee authorize interest and penalties collected from Occupancy Tax be allocated to the Tourism Occupancy Budget and not to the General Fund.

Motion was made by Mr. Tessier and seconded by Mr. Kenny to approve the request as presented.

Mr. O'Keefe said he did not agree with this proposal because his Office absorbed a majority of the expenses of administering the occupancy tax with regard to mailings, postage, et cetera. He further stated he felt strongly that the interest and penalties collected from the occupancy tax should be allocated to the General Fund.

Mr. Dusek questioned if there was an accounting requirement that this remain in the General Fund and Mr. O'Keefe responded there were strict guidelines as to how the monies could be utilized. Richard Murphy, Deputy Commissioner of Fiscal Services, advised there were no requirements that it remain in the General Fund. Mr. Dusek said he asked that question because he thought with occupancy tax revenues, the funds were always kept together so that if there were a delay of revenues coming into the County, that fund was not earning interest on that money. He further stated he thought that if a person paid late, and incurred interest and penalties, that should go into the Occupancy Tax Fund. However, he continued, as far as costs to the Treasurers' Office, he believed a good practice would be to identify those costs and allocate more money to the Office to cover those costs.

Mr. O'Connor asked how much money in interest and penalties was actually being collected and Mr. O'Keefe replied approximately \$15,000. Discussion ensued. Mr. Tessier suggested that this be referred back to the Tourism Committee because he believed there was a misunderstanding as to how much money was collected in interest and penalties. Mr. O'Keefe said he would attend the Tourism Committee meeting to explain this situation better.

Mr. Tessier withdrew his motion and Mr. Kenny withdrew his second to the motion.

Motion was made by Mr. Tessier, seconded by Mr. Kenny and carried unanimously that the request that interest and penalties collected from Occupancy Tax be allocated to the Tourism Occupancy Budget and not to the General Fund, be referred back to the Tourism Committee for further discussions.

Continuing the Agenda review, Mr. Monroe stated Item 9 was a referral from the Westmount Health Facility & Countryside Adult Home Committee, requesting to amend the 2007 County budget to increase estimated revenues and appropriations in the amount of \$650 to reflect the receipt of HCRA (Health Care Reform Act) Grant funds.

Motion was made by Mr. Stec, seconded by Mr. Belden and carried unanimously to approve Item 9 as outlined above, and the necessary resolution was authorized for the next Board meeting.

Concluding the Agenda review, Mr. Monroe expounded that Finance Committee action was required on the following items that were approved by the Personnel Committee: Items Nos. 2A and 4B.

Motion was made by Mr. Stec, seconded by Mr. Kenny and carried unanimously to approve Item 10 as presented.

Prior to adjournment, Mr. Monroe apprised an additional Item had been brought before the Committee. He noted the referral was from the DPW, requesting to increase existing Capital Project No. H257.9550 280 - Padanarum Road Bridge Over Northwest Bay Brook, in the amount of \$119,835. He added that the Local Share cost for this project was \$23,967 and source of funding would be a transfer from A.9950 910-Transfers-Capital Projects.

William Lamy, DPW Superintendent, further explained the Master Agreement had been received from the New York State Department of Transportation (NYSDOT); however, he said, the Capital Project should have been increased at that time. He added that the funding was in place through the Master Agreement and this only required a transfer from the Transfers-Capital Project Fund, which was included in the 2007 budget.

Motion was made by Mr. Belden, seconded by Mr. Bentley and carried unanimously to approve the request to increase Capital Project H.257.9550 280 - Padanarum Road Bridge Over Northwest Bay Brook in the amount of \$119,835. The necessary resolution was authorized for the next Board meeting.

There being no further business before the committee, on motion by Mr. Belden and seconded by Mr. Bentley, Mr. Monroe adjourned the meeting at 10:35 a.m.

Respectfully submitted,

Nicole Livingston, Deputy Clerk